

# APPLE VALLEY FIRE PROTECTION DISTRICT

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## MINUTES OF REGULAR MEETING BOARD OF DIRECTORS

February 16, 2016

- 1.0 CALL TO ORDER: President Leary at 6:01 PM.
- 2.0 PLEDGE OF ALLEGIANCE: Vice President Jeffs
- 3.0 ROLL CALL:  
Present: Director Tinsley, Vice President Jeffs, President Leary  
Absent: None.
- 4.0 CLOSED SESSION:
  01. Fire Chief Performance Evaluation. (Government Code Section 54957) President Leary announced that the closed session would not be held and would be postponed to a future meeting. The Board agreed by consensus to remove the closed session from the agenda and there was no further action taken on this item.
- 5.0 REPORT ON CLOSED SESSION: None.
- 6.0 SPECIAL ANNOUNCEMENTS/PRESENTATIONS:
  - .01 Certificate of Appreciation to Erin Fox: Fire Chief Hultquist  
The Fire Chief announced that Erin Fox an Assistant CERT Commander had resigned her position due to accepting a full-time job with the Red Cross. Erin was unable to attend the Board meeting, however the Chief stated that the District wanted to go on record and recognize Erin for her years of service and work in the CERT program. The Fire Chief read the Certificate of Appreciation to the assembly.
  - .02 Employee of the Quarter – First Quarter: The Fire Chief announced that the Employee of the Quarter for the First Quarter was Kim Lopez. The Chief briefed the audience regarding Kim's work history with the District and went on to note her nomination was made to recognize her for taking on additional responsibilities in the Finance department during this period of transition. Chief Hultquist went on to note that the nomination cited Kim's positive attitude and always doing her job "with a smile on her face".
  - .03 Completion of Probation & Presentation of Badges: Chief Hultquist called all four of the employees forward, PCF Sage Carigon, PCF Paramedic Jordan Cope, PCF Ryan Gladney and PCF Kris Pouvaranukoah. The Fire Chief went on to explain the presentation of the badges to these employees was following a rigorous probationary year and thanked Paid Call Lieutenants Robert Simpson and Brian Pachman for their hard work and training of the candidates. Chief Hultquist' remarks were followed by the badge pinning.
- 7.0 PUBLIC COMMENT:
  - .01 Doug Qualls began his comments by congratulating the PCFs. He extended his advance congratulations to the candidates who were going to be appointed to the Board asserting what a fine organization the District is. Mr. Qualls stated emphatically to the Board that there is "nothing going on in this community (in my opinion) that is more critical to public safety than the District's special tax measure." He asked if the Board had any questions. There was a brief exchange between Mr. Qualls and the Board regarding the advocacy committee's meetings and what progress they had made thus far.

- .02 Buddy Peratt began his comments by greeting the introducing himself as the Professional Firefighters' Association (PFA) representative for Apple Valley for those in the assembly who might not know. He went on to thank all the candidates who put in for the Board vacancies. He continued by pointing out the huge task before the District to ensure the public safety services as noted by Chief Qualls. Buddy stated that the PFA is looking forward to working with the Board and its new members on the successful passing of the special tax measure stating that "we understand what it takes". Mr. Peratt continued by extending congratulations to Craig Malloy on his successful testing and appointment to Captain.

Buddy remarked he was going to follow up on some of Chief Qualls' comments stating that perhaps another Board member on the advocacy committee might bring some fresh perspective. He thanked the people who are participating on the advocacy committee for the time they are putting in to get the measure passed and their understanding of the importance of the measure.

8.0 DIRECTORS' RESPONSE TO PUBLIC COMMENT: None.

9.0 CONSENT AGENDA:

- .01 Personnel Report for January 2016
- .02 Operations Report for January 2016
- .03 Community Risk Reduction Report for January 2016
- .04 Fleet Services Program Report January 2016
- .05 Fiscal Report for January 2016

President Leary called for any questions or discussion regarding the Consent Agenda. President Leary requested to pull Consent Agenda items 7.02 and 7.05 for discussion. M/S Tinsley/Jeffs to approve Consent Agenda items 7.01, 7.03 and 7.04. The motion carried by unanimous voice vote of Board members Leary, Jeffs and Tinsley.

Mr. Leary asked a question item 7.02 regarding the number of medical calls and whether or not that is dispatched call number or the number of calls where the District actually goes on scene. The Fire Chief explained that the number is the call type as it is dispatched. M/S Tinsley/Jeffs to approve Consent Agenda items 7.02 as presented. The motion carried by unanimous voice vote of Board members Leary, Jeffs and Tinsley.

President Leary led the discussion regarding Consent Agenda item 7.05. There were questions on the workers' compensation tail and the status of the cash flow for the workers' comp funds. There was a brief exchange with the Finance Officer updating on the fund balance and the claims going in and out of the account. President Leary wanted to confirm that an expense posted to the Capital Improvement Plan fund (CIP), which is frozen, was a previously approved budget expense. In the course of the discussion about fund balances Finance Officer Brown confirmed to the Board that the TRAN had been paid off. M/S Jeffs/Tinsley to approve Consent Agenda items 7.05 as presented. The motion carried by unanimous voice vote of Board members Leary, Jeffs and Tinsley.

10.0 APPROVAL OF MINUTES:

- .01 Minutes of Regular Board Meeting, January 19, 2016. M/S Tinsley/Jeffs to approve minutes of the January 19, 2016 regular meeting. Motion carried by unanimous voice vote of Board members Leary, Jeffs, and Tinsley.

11.0 CORRESPONDENCE: No reported correspondence.

**12.0 INFORMATION & DISCUSSION ITEMS:**

.01 Information Only Items: None.

.02 Discussion Items:

- a) LAFCO Nomination Period Opened. President Leary requested Staff find out if the incumbent Kimberly Cox would be running for her seat and email to let the Board know. By consensus of Board members Leary, Jeffs and Tinsley, there was no further discussion or suggestions for nominations for the LAFCO seat and Staff was instructed it was not necessary to bring the item back to the Board for further discussion.

**13.0 BOARD COMMITTEE REPORTS:**

.01 Budget & Finance Committee. President Leary reported that the Committee had not been able to work on the CIP (Capital Improvement Plan) due to its absorption in looking at the numbers for the special tax measure. The entire meeting of the Finance Committee had been taken with reviewing and breaking down the numbers presented by Staff. Nothing firm has been put together to take to the tax measure committee yet.

.02 Special Tax Measure Committee. President Leary called on Director Tinsley to ask about the Special Tax Measure Committee. Director Tinsley reported on his involvement with the advocacy group stating they had hit the ground running and he had nothing further to add than what Doug Qualls had reported. He noted that Dawn Harrison was involved in the advocacy group and a great asset. He concluded his report by expressing the committee's intention to move forward and double their efforts on the areas that were missed the last time around.

**14.0 APPROVAL OF REPORTS:** None.

**15.0 PUBLIC HEARINGS:** None.

**16.0 ACTION ITEMS:**

.01 Letter in Support of AB 1642 (Oberholte): President Leary gave a brief overview of the Staff Report recapping the Board's previous support of a similar Bill presented by Assemblyman Oberholte. M/S Jeffs/Tinsley to approve draft letter in support of AB 1642. The motion carried by unanimous roll call vote of Board members Leary, Jeffs and Tinsley.

.02 Declaration of Surplus Property: President Leary called for questions regarding the equipment and compressor up for surplus as a result of the SCBA (self-contained breathing apparatus) grant. The Board confirmed that the equipment is no longer in use with Fleet Services Manager John Ryan. There was a brief exchange between the Board and Staff regarding the Victor Valley College's interest in the equipment. M/S Jeffs/Tinsley to declare the Mako high pressure compressor, fill station and two bottles as surplus. The motion carried by unanimous roll call vote of Board members Leary, Jeffs and Tinsley.

.03 Proposed Wage Schedule: President Leary noted the big change to the Wage Schedule was adding the hourly rate for each job classification and there was no change to anyone's pay or fiscal impact for the change. M/S Jeffs/Tinsley to approve the Proposed Wage Schedule as submitted. The motion carried by unanimous roll call vote of Board members Leary, Jeffs and Tinsley.

.04 Appointment & Oath of Office of New Board Members: President Leary called on the Selection Committee to give their report and recommendation to the Board. Vice President

Jeffs noted that there was an excellent field of candidates who applied for the Board vacancies. He reported that he and Director Tinsley had a long and careful deliberation that took two days. Following their deliberation the Committee was recommending Michael Karen and Brett Savage for the two vacant seats on the Board. Director Tinsley added that making the decision was a very difficult task and wanted to extend his personal thanks to all the individual candidates that put in for the vacancies.

President Leary accepted the Selection Committee's nomination. M/S Jeffs/Tinsley for Michael Karen and Brett Savage to fill the two vacant seats on the Board. Motion carried by unanimous roll call vote of Board members Leary, Jeffs and Tinsley.

Immediately following the vote Michael Karen and Brett Savage were called forward by the Fire Chief and administered the Oath of Office. Once the Oaths were completed Directors Karen and Savage joined the rest of the Board on the dais.

#### 17.0 STAFF COMMENTS:

.01 Fire Chief Hultquist:

- a) Welcomed Directors Karen and Savage explaining that Staff would setting up an orientation and tour of the District for them.

.02 Division Chief Parsons:

- a) Informed the Board that the District had received notification by the Special Districts' Risk Management Association (SDRMA) that the District had maxed its education credit points and by doing so would provide a training credit for the District.
- b) Let the Board know that the SDRMA website has a list of training available at no cost that can be taken online.

#### 18.0 DIRECTORS' COMMENTS:

.01 Vice President Jeffs:

- a) Congratulated the PCFs who made it through probation and received their badges under great leadership.
- b) Thanked Erin Fox for her service.
- c) Reiterated his thanks to the people who applied for the vacancies on the Board for their time and cooperation with meeting with the Committee.
- d) Welcomed Directors Karen and Savage.

.02 Director Tinsley:

- a) Congratulated Kim Lopez on her Employee of the Quarter Award.
- b) Wanted to affirm all of Vice President Jeff's comments.
- c) Stated how difficult the candidates for the Board vacancies made the decision and his appreciation for so many people being willing to step up and serve and his appreciation for them doing so.

.03 President Leary:

- a) Congratulated the employees on the successful completion of their probationary period.
- b) Congratulated Craig Malloy on his promotion.
- c) Remarked on the number of firefighters and engineers that qualified for Captain noting the District likes to promote from their own and there is such a great group of people to hire from for the future and how encouraging it is to see employees wanting that kind of advancement.
- d) Congratulated everyone who went through the testing and qualified for Captain.

- e) Wished the candidates testing for engineer luck on their testing coming up.
- f) Thanked Director Tinsley and Vice President Jeffs for serving on the Selection Committee.
- g) Pointed out there will be a busy 7-9 months ahead with the special tax measure and the Board seats that will be up for re-election in November.
- h) Thanked the new Board members stating that while the Board said 'yes' to two people they had to say 'no' to four people.
- i) Expressed his appreciation to all the candidates for stepping up to serve.

.04 Director Karen:

- a) Stated he would be honored and happy to be a part of the Special Tax Committee.
- b) Extended his congratulations to the four individuals who received their badges.

.05 Director Savage:

- a) Articulated his thanks for the opportunity and honor to serve on the Board.
- b) Pledged to "hit the ground running" and work tirelessly for the District.
- b) Congratulated the employees who received their badges.
- c) Congratulated Kim Lopez on her Employee of the Quarter award.
- d) Expressed his excitement looking to the future and working with the Board.

19.0 FUTURE AGENDA ITEMS:

- .01 Director Tinsley requested to continue with the special tax measure updates.

20.0 ADJOURNMENT: The meeting was adjourned at 6:49 PM M/S/P Tinsley/Jeffs.

ATTEST:



ROSE MARIE GARRISON  
Recording Secretary

  

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JAY JEFFS  
Vice President